

To: Town Council

From: Matt Hart, Town Manager

CC: Town Employees

Date: March 8, 2010

Re: Town Manager's Report

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Below please find a report regarding various items of interest to the Town Council, staff and the community:

**Budget and Finance**

- *FY 20010/11 Budget* – As a reminder, at the March 22, 2010 meeting I will present the Proposed FY 2010/11 Budget. The Town Council will review my proposed budget during the latter part of March and throughout the month of April. Interested residents are encouraged to see the Town's website for budget related information.
- *Revaluation* – I have attached the preliminary numbers for the 2009 revaluation. As you will note, real estate has increased by 5.12% and motor vehicles by 1.96%. Personal property values have decreased by 1.78% resulting in an overall increase of 4.64%.

**Council Requests for Information/Council Business**

- *Commission on Aging Long Range Plan* – As requested by Council, attached please find a copy of this document. We have also included this item as part of the supplement for tonight's packet.
- *DPW Equipment Use Policy* – Attached please find a copy of this document, which had previously been distributed to the Council. We have also included this item as part of the supplement for tonight's packet.
- *School Building Committee Q & A Webpage* – Council requested a copy of the Q & A webpage for the School Building Committee. Please see item number 11 in your 3/8/10 Council packet for a copy of this document.
- *Town Council Rules of Procedure* – In tonight's Council packet (see item #12), we have included a copy of the Council's Rules of Procedure, as amended at your previous meeting.

## **Departmental/Division News**

- *Human Services*
  - *Senior Services hiring update* – The Town Manager’s Office is in the process of filling the position vacancies at the Mansfield Senior Center. We have extended an offer to a preferred candidate for the social worker position; the individual is moving along in the recruitment process. Marilyn Gerling continues to serve as our interim senior services coordinator. The Town has submitted a proposal to the union to reclassify the position to a senior center coordinator and to modify the existing job description; upon reaching an agreement with the union, the Town will post the position opening and begin the recruitment.
  - *Volunteer transportation program* - This Wednesday, Marilyn and Kevin Grunwald will present three basic options to the Senior Center Association: (1) a volunteer driver program sponsored and staffed by the Association, with logistical support from the Town; (2) a volunteer driver program co-sponsored by the Association and the Town, and coordinated by a senior volunteer; or (3) a volunteer driver program sponsored and staffed by the Town. Also, Kevin is attending a Transportation Roundtable sponsored by the CT Association of Senior Center Personnel, and will be able to learn more about what other towns are doing.
- *Mansfield Resident Trooper’s Office* - On February 19, 2010, the Connecticut State Police Statewide Narcotic Task Force - East Field Office and the Hartford Drug Enforcement Administration conducted a joint investigation into a large scale marijuana cultivation operation. Investigation lead to the execution of a narcotic related search warrant at 286 Woodland Road, Mansfield, CT. Members of the Mansfield Resident Troopers Office assisted with the execution of this search warrant. It was learned through this investigation that the rented property had been converted it into a sophisticated marijuana grow operation with each room functioning for various stages of the cultivation process. This operation resulted in the arrest of three individuals for various narcotic related charges and the seizure of narcotics and weapons.
- *Parks and Recreation* – The Mansfield Community Center will host a bike drive for the Little Angels Bicycle Program of Willimantic. The Little Angels program staff will evaluate all the bicycles that we receive and make any necessary repairs before distributing the bikes to children and adults in need. Mansfield residents in need of bikes should contact either Jay O’Keefe 860-429-3015 X104 or Little Angels directly at [freebicycles@littleangelsbicycles.com](mailto:freebicycles@littleangelsbicycles.com) (860-423-4290). The ability to fill bike orders for those in need is dependent on inventory and demand. Donations should be brought to the Community Center on April 10 between 9am -1pm.
- *Town Manager’s Office* – Please see item number 13 in your 3/8/10 Council packet for the initial findings presented by the Municipal Opportunities for Regional Efficiencies (MORE) Commission. As you will recall, I serve as a member of the Commission’s Town Functions Subcommittee, and am closely tracking this process due to Mansfield’s interest in promoting regionalism.

### **Major Projects and Initiatives**

- *Police Study* – At its meeting last week the Regionalism Committee discussed the responses we received to our request for qualifications from various consulting firms to conduct an analysis of present and future police services. The committee agreed to interview five of the firms; our plan is to conduct those interviews next month.
- *School Building Project* – As noted above, in tonight's packet we have included the Q & A webpage for the School Building Committee. The committee is presently preparing its recommendation and report to the Board of Education and the Town Council, which the committee will distribute at the Board's meeting later this week. Also related to the project, at the previous Council meeting we discussed potential traffic impacts for the Southeast School area. Please see response #4 on page 145 in tonight's Council packet, for staff's preliminary comments on this issue.

### **Upcoming Meetings\***

- Youth Service Bureau Advisory Board, March 9, 2010, 11:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Town-University Relations Committee, March 9, 2010, 4:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Four Corners Sewer and Water Advisory Committee, March 9, 2010, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Historic District Commission, March 9, 2010, 8:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Communications Advisory Committee, March 10, 2010, 7:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Ordinance Development and Review Subcommittee, March 11, 2010, 7:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Board of Education, March 11, 2010, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, March 15, 2010, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Committee on Committees, March 15, 2010, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Youth Service Bureau Advisory Board, March 16, 2010, 11:45 AM, Conference Room B, Audrey P. Beck Municipal Building

- PZC Regulatory Review Committee, March 16, 2010, 2:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Mansfield Advocates for Children – Executive Council, March 17, 2010, 9:00 AM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, March 17, 2010, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Community-Campus Partnership, March 18, 2010, 4:00 PM, University of Connecticut Student Union Room 410
- Town Council, March 22, 2010, 7:30 PM, Council Chambers, Audrey P. Beck PHP has encountered a Stack overflowMunicipal Building

*\*Meeting dates/times are subject to change. Please view the Town Calendar at [www.MansfieldCT.org](http://www.MansfieldCT.org) or contact the Town Clerk's Office at 429-3302 for a complete and up-to-date listing of committee meetings.*